



Government of the People's Republic of Bangladesh  
Directorate of Posts, Dak Bhaban  
Sher-e- Bangla Nagar, Agargaon, Dhaka-1210  
Establishment Section  
www.bdpost.gov.bd



Record Number: 14.31.0000.000.029.08.0010.25.27

Date: 15 Jan 2026

**Office Order**

Under Provision of the Prescribed Leave Rules, 1959, Ex-Bangladesh Leave (Earned leave) has been granted to Shahzadi Farjana, PLI Accountant, RM Office, Dhaka for higher treatment in India accompanied by her husband Mohammad Hasanul Kabir from 18/01/2026 or 30 (Thirty) days from the date of enjoying the leave under the terms & conditions mentioned below:-

1. This approval is applicable for a single visit to India only;
2. The expenditure relevant to this visit will be borne by her and the Government of Bangladesh will not bear any cost in local or foreign currency.
3. Under no condition leave will be extended. If the leave extension is urgent, the application will have to be forwarded subject to leave deposit through the concerned Bangladesh High Commission Office.
4. She will draw her usual pay and allowances from Bangladesh in local currency.
5. She must return to Bangladesh within the stipulated time limit & join her office.
6. This order is issued with the approval of competent authority.
7. Total 11(Eleven) days (Full pay) earned leave and 10(Ten) days (Half pay) earned leave and 14( Fourteen) days extraordinary leave is granted in favor of applicant on medical reasons.

15-01-2026

Md. Abu Taleb

Director (Staff and Establishment)

02-58160706

abu.taleb@bdpost.gov.bd

Record Number: 14.31.0000.000.029.08.0010.25.27/1 (9)

Date: 15 Jan 2026

**Copy for Kind Information and Necessary Action (Not in the order of seniority):**

1. H.E. High Commissioner, High Commission of India in Bangladesh. Plot No:1-3Park Road, Baridhara, Dhaka-1212, ;
2. Director General, Department of Immigration & Passports, Agargaon, Dhaka;
3. General Manager, General Manager Office, Postal Life Insurance, East Dhaka (Vide his Letter no-14.31.0000.000.606.08.0001.25.3. Dated: 11/01/2026).;
4. General Manager (G), Foreign Exchange Policy Department, Bangladesh Bank, Dhaka., Foreign Exchange Policy Department, Bangladesh Bank, Dhaka.;

✓ 5. Programmer, Central ICT Cell, Directorate of Post(With a request to publish the notification in Website).;

6. Immigration Officer, Hazrat Shahjalal International Airport, Dhaka/Shah Amanat International Airport, Chattogram/ Osmani International Airport, Sylhet.;

7. Immigration Officer, Land Port, Benapol, Jessore/ Burimari, Lalmonirhat/ Hili, Dinajpur/Tamabil, Sylhet/ Sonamosjid, Chapainawabgonj/ Bhomra, Satkhira/ Darshana, Chuadanga/ Banglabandha, Panchagarh/ Akhaura, Brahmanbaria.;

8. Shahzadi Farjana, PLI Accountant, RM Office, Dhaka and

9. Office copy.



A handwritten signature in black ink, appearing to read 'Sudip Chakma', located above the typed name.

15-01-2026

SUDIP CHAKMA

Section Officer (Establishment)